

Online Privacy Notice

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Section A. Introduction

Thank you for visiting the Indeterminate Sentence Review Board (ISRB) web site and reviewing our Privacy Notice. This statement addresses collection, use and security of, and access to information that may be obtained through use of <http://www.srb.wa.gov>

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Section B. Information Collected and How it is Used

What information we collect if you only browse this site

If you do nothing during your visit to our web site but browse, read pages, or download information, we gather no information about your visit.

What information we collect if you volunteer it

If, during your visit to our web site you send an e-mail, the following information will be collected:

1. The e-mail address and contents of e-mail for those who communicate with us via e-mail.
2. Information volunteered through an on-line form for any other purpose.

The information collected is not limited to text characters and may include audio, video and graphic information formats you send us.

We use your e-mail to respond directly to you, to address issues you identify in your e-mail, to further improve our web site, or to forward to another agency for appropriate action. Information from other on-line forms is used to process a request for a Final Discharge and Restoration of Civil Rights.

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Section C. Personal Information and Choice

You may choose whether to provide personal information on-line.

"Personal information" is information about a natural person that is readily identifiable to that specific individual. Personal information includes such things as an individual's name, address, e-mail address and phone number. A domain name or Internet Protocol address is not considered personal information.

We do not collect personal information about you unless you voluntarily provide it to us by sending us e-mail or completing an on-line form. Your choice to not participate in this activity will not impair your ability to browse <http://www.srb.wa.gov> and read or download any information provided on the site.

Alternately, you may contact the ISRB by mail at P.O. Box 40907, Olympia, WA, 98504-0907, by phone at (360) 493-9266 or by fax at (360) 493-9287.

If personal information is volunteered by the user, state law and the Federal Privacy Act of 1974 may protect it. However, this information is a public record once you provide it, and may be subject to public inspection and copying if not protected by state or federal law.

If you believe that your (personal/private) information is being used to a purpose other than what was intended when submitted, you may contact the ISRB Records Officer as shown in the Contact Information Section of this statement.

<http://www.srb.wa.gov> is a general audience site and we do not knowingly collect any personal information from children. Users are cautioned that the collection of personal information requested from, or volunteered by, children on-line or by e-mail will be treated the same as information given by an adult, and may be subject to public access.

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Section D. Public Access to Information

In the State of Washington, laws exist to ensure that state government is open and that the public has a right to access appropriate records and information possessed by state government. At the same time, there are exceptions to the public's right to access public records that serve various needs, including the privacy of individuals. Exceptions are provided by both state and federal laws.

All of the information collected at this site becomes public records that may be subject to inspection and copying by members of the public, unless an exemption in law exists. The provisions of [RCW 42.17.260\(1\)](#) state that:

"Each agency, in accordance with published rules, shall make available for public inspection and copying all public records, unless the record falls within the specific exemptions of

subsection (6) of this section [RCW 42.17.260(6)], RCW 42.17.310, 42.17.315, or other statute which exempts or prohibits disclosure of specific information or records. To the extent required to prevent an unreasonable invasion of personal privacy interests protected by RCW 42.17.310 and 42.17.315, an agency shall delete identifying details in a manner consistent with RCW 42.17.310 and 42.17.315 when it makes available or publishes any public record; however, in each case, the jurisdiction for the deletion shall be explained fully in writing."

In the event of a conflict between this Privacy Notice and the Public Records Act or other law governing the agency's disclosure of records, the Public Records Act or other applicable law will control.

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Section E. Review and Correction of Personally Identifiable Information

You can review any personally identifiable information we collect about you by using the information in the Contact Information section at the end of this Notice. You may recommend changes to your personally identifiable information you believe to be inaccurate by submitting an email or written request that credibly shows the inaccuracy. We will take reasonable steps to verify your identity before granting access or making corrections. ([RCW 43.105.310](#))

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Section F. Cookies and Applets

The ISRB does not use "cookies" or applets to customize your browsing experience on <http://www.srb.wa.gov>

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Section G. Security

The Department of Information Services (DIS), as manager of the physical server site <http://www.srb.wa.gov> has taken several steps to safeguard the integrity of it's telecommunications and computing infrastructure, including but not limited to authentication, monitoring, auditing, and encryption. Security measures have been integrated into the design, implementation and day-to-day practices of the entire DIS operating environment as part of its continuing commitment to risk management.

This information should not be construed in any way as giving business, legal, or other advice, or warranting as fail proof, the security of information provided via DIS supported web sites.

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Section H. Disclaimer

The ISRB web site has many links to other web sites. These may include links to web sites operated by other government agencies, nonprofit organizations and private businesses. When you link to another site, you are no longer on the <http://www.srb.wa.gov> web site and this Privacy Notice will not apply. When you link to another web site, you are subject to the privacy policy of that new site.

Neither the State of Washington, nor any agency, officer, or employee of the State of Washington warrants the accuracy, reliability or timeliness of any information published by this system, nor endorses any content, viewpoints, products, or services linked from this system, and shall not be held liable for any losses caused by reliance on the accuracy, reliability or timeliness of such information. Portions of such information may be incorrect or not current. Any person or entity that relies on any information obtained from this system does so at his/her own risk.

The ISRB reserves the right to revise and update this Privacy Notice at any time without notice by posting such revised Privacy Notice at the ISRB home page.

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Section I. ISRB Contact Information

You may contact the ISRB as follows:

To review your personal information, or request correction of your personal information:

Records Officer

Indeterminate Sentence Review Board

P.O. Box 40907

Olympia, WA 98504-0907

(360) 493-9266

isrb@doc1.wa.gov

To offer comments about the ISRB's web site, or about the information presented in this Privacy Notice:

Webmaster

Indeterminate Sentence Review Board

P.O. Box 40907

Olympia, WA 98504-0907

(360) 493-9266

isrb@doc1.wa.gov